



**STATE OF DELAWARE  
DEPARTMENT OF  
TRANSPORTATION**

900 Public Safety Blvd.  
Dover, DE 19901  
(302) 760-2011



**Posting #61869061**

**ENGINEERING/PLANNING/SURVEYING TECHNICIAN III**

**Opening Date:** April 24, 2006

**Closing Date:** May 8, 2006

**A Vacancy Exists**

**Salary:** \$29,334 - \$36,667 (Minimum - Midpoint) Pay Grade 10

**Locations:** Kent County (**Please check this county on your application**) Division of Transportation Solutions, Administration Bldg, Dover, DE

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**Summary Statement:** This is the advanced technician level. Positions at this level apply advanced technician skills in a technician function(s) and may serve as a project lead for complex projects. Positions at this level report to a technical superior. Work is reviewed at critical stages.

**Minimum Qualifications:** Please address each item separately on the Minimum Qualifications page of the application. Failure to do so will result in a disqualification.

Applicants must have education, training and/or experience demonstrating competence in each of the following areas. Failure in any one area will result in a rating of "not qualified."

**Materials and Research:**

1. Experience using an automated information system to enter, update, modify, delete, retrieve/inquire and report data.

Applicants must detail all experience using an automated information system to enter, update, modify, delete, retrieve/inquire and report data.

2. Experience conducting material sampling, testing, certification and verification related to highway construction materials.

Applicants must detail all experience in conducting material sampling, testing, certification and verification to highway construction materials.

3. Knowledge of staff supervision.

Applicants must detail all education, training, and/or experience in prioritizing, assigning, reviewing and evaluating the work of others.

4. Knowledge of project management.

Applicants must detail all education, training and/or experience in project management which includes planning, coordinating, directing, monitoring and/or evaluating the results of projects.

**Examination:** The application is evaluated based upon a rating of training and experience.

**Essential Functions:**

- Inspects infrastructures to ensure compliance with design plans, materials specifications, safety requirements, construction processes, local, state and federal codes and on going maintenance requirements; documents/reports compliance or deficiencies.
- Designs/develops/reviews engineering project/site layouts, alignments, profiles, studies, graphs and other related activities.
- Compiles and records notes, sketches, test results, inspection data and other information to document compliance and/or develop designs, specifications, reports, maps and other geographically based data.
- Conducts various studies to be used by others to analyze needs/develop plans, record characteristics and other related activities.
- Conducts data analysis to determine accuracy of data collected, develop recommendations, develop corrective designs and/or ensure compliance.
- Tests/evaluates the quality of materials or designs to verify adherence to contracts and specifications.
- Obtains survey data, such as angles, elevations, points, and contours, using electronic distance measuring equipment and other surveying instruments.
- Calculates/measures area and volume dimensions, horizontal and vertical geometry, profile and component specifications, and material testing dimensions using calculators or computers.
- Operates computer assisted drafting equipment or other tools of the trade.
- Reads and interprets plans, specification, blueprints and other engineering documents.
- Performs complex technician work requiring independent analysis to formulate and implement solutions to problems and requires application of advanced concepts.
- Project lead work involves the accountability for the work product of two or more full-time equivalent positions. Typical elements of direct control include assigning tasks, monitoring progress and workflow, checking the product, scheduling work, and establishing work standards.
- Prepares progress payments and change orders for approval by higher authorities.
- Provides technical review for manuals, maps and other general informational publications.
- Trains lower level technicians.
- Participates in meetings and public workshops.
- Performs detailed review of engineering projects.

- Contacts are for the purpose of implementing engineering/planning/surveying initiatives, educating others in unfamiliar concepts, and identifying/resolving problems.

### **License, Registrations and Certifications:**

Possession of a valid class “D” driver’s license.

### **Conditions of Employment:**

- Upon a conditional offer, you must undergo pre-employment drug testing as part of the hiring process.
- Applicants must be legally authorized to work in the United States.
- Must be able to climb stairs, work overtime hours beyond normal work hours; work holiday and/or weekend hours. This is a union covered position and there are clothing/safety requirements that must be met to perform in this position.
- A labor organization has been elected by employees as their representative for collective bargaining and other work related purposes. The person selected for this position shall as a condition of employment, join and pay dues to the labor organization or may, instead not join but pay a service fee no greater than the dues. The labor organization is required to represent all employees, even those who do not join.
- Direct deposit of paychecks is required as a condition of employment.

**Benefits:** To learn more about the comprehensive benefit package please visit the web-site at <http://ben.omb.delaware.gov/programs/index.shtml>

### **Submitting your Application:**

- **Apply on-line at [www.delawarestatejobs.com/postings](http://www.delawarestatejobs.com/postings). (Your application will be routed automatically to the recruiting agency).**
- Paper applications can be submitted to one of the following locations:

**DEPARTMENT OF TRANSPORTATION (DELDOT),** Human Resources,  
900 Public Safety Boulevard, Dover, DE 19901 Phone: (302) 760-2011 Fax  
(302) 760-2915

### **HUMAN RESOURCE MANAGEMENT**

Haslet Armory, 1<sup>st</sup> Floor, 122 William Penn Street, Dover, DE 19901 Phone:  
(302) 739-5458 Fax: (302) 739-2327

Carvel State Office Building, 1<sup>st</sup> Floor, 820 North French Street, Wilmington, DE  
19801 Phone: (302) 577-8277 Fax: (302) 577-3957

Delaware Technical and Community College Campus, P. O. Box 610,  
Georgetown, DE 19947 Phone: (302) 856-5966 Fax: (302) 856-5969

**Attachments to Applications:**

- Please do not submit copies of evaluations, letters of reference, training certificates, or college transcripts unless requested.
- If supplemental information is requested by the posting or needed for scoring purposes such as but not limited to a DD214, resumes or transcripts, please send or fax to the recruiting agency before or on the specified closing date.
- Applications or additional information will not be accepted after the closing date.
- Resumes will not be accepted unless accompanied by a State of Delaware Application.

**Accommodations:**

- Accommodations are available for applicants with disabilities in all phases of the application and employment process. To request an auxiliary aid or service please call (302) 739-5458
- TDD users should call the Delaware Relay Service Number 1-800-232-5460 for assistance.

**The State of Delaware - An Equal Opportunity and Affirmative Action Employer**